

Subject:

From:
Angela Kang
Date:
8/7/19, 1:36 PM
To:
"William C. Russell" <WRussell@ontariopolice.org>

Hi Sgt Russell,

Very nice speaking with you today. Below is a recap of what we spoke on and the few action items I need.

1. 45 min Stakeholders Webinar (The Soft Launch Phase) : This is me "training the trainers" to get the stakeholders to understand the Ring Portal so they can determine the best way to roll out the tool within their units. We suggest that 1-2 reps from each group below attend this webinar as they will be the go-to person if anyone within their units have questions. They will also be the early adopters who can start using the Portal after the webinar so they could speak about their use case/experience with the Portal and perhaps share success stories (if any) during the in person training. **Can you please suggest a few dates/times within the next week or two?**

- a) Community Outreach: Community Service Officer/Community resource officer, those who attend HOA neighborhood watch meetings
- b) PIO/Social Media Committee
- c) Investigations/detectives
- d) Crime analysts
- e) Road Patrol Officers

2. 45 min In Person Training (The Hard Launch Phase): This would be an in person training to onboard the rest of the agency. This training takes place typically ~2-3 weeks after the stakeholders webinar. **Can you please suggest a few dates/times 2 weeks after the stakeholder webinar takes place?**

3. Portal Setup

a) Law Enforcement User List: Please fill out the attached spreadsheet for everyone that should have access to Portal. Next to each user, can you please indicate "Admin" or "User"? Admins will have the ability to add new users and toggle on/off video request feature and posting privileges for the users at the agency.

b) Browser Compatibility: A reminder that portal is only compatible with [Chrome](#) [\[google.com\]](#) or Firefox. Internet Explorer is not compatible. I will mention this during the trainings.

c) Beats Map: If you decide that assigning each user to a beat/assigned area would be appropriate, please send over a beats map (PDF, Shapefile, or ESRI files are fine as long as highways, street names are clear so we could draw the boundaries) so that we can create them for your Portal so that your users can assign themselves to a district. When a user assigns themselves to a beat, they will receive email alerts whenever a "Neighbor" posts a crime in that beat.

Thank you,

Angela Kang

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Attachments:

Law Enforcement User List.xlsx 13.2 KB